DIVISION OF WORKFORCE DEVELOPMENT AND ADULT LEARNING
Adult Education and Literacy Services
1100 North Eutaw Street, Room 120
Baltimore, MD 21201

WIOA Professional Development & Technical Assistance Committee

DATE: February 8, 2018

Workforce Technology Center - DORS

TIME: 1:00 p.m. -3:30 p.m.

Room: Staff Library

Desired Meeting Outcomes:

- Overview of Maryland's Benchmarks of Success for Workforce Development
- Review the committee Draft Charter
- Review the role of the committee in the BoS
- Set the meeting schedule

What	When
Introductions and Welcome	1:00 pm -1:10 pm
Review the Strategic, Goals and Benchmarks	1:10 pm -2:00 pm
Review the committee Charter: Mission, Vision, Roles and Responsibilities	2:00 pm -2:45 pm
Presentation at Raising the Bar	2:45 pm -3:15 pm
Set meeting schedule: frequency, location and time	3:15 pm – 3:30 pm

Note:

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